

**Tiverton Library Services  
Board of Trustees Minutes  
Town Hall  
April 2, 2014**

**Trustees/Director Attending:**

**Ann Grealish-Rust (Director)  
Barbara Donnelly, Chair  
Jim Barrett  
Colin Robinson  
Jennifer Theroux  
Maureen Morrow**

**Absent:**

**Greg Jones, Lee Hoyer**

**Guests:**

**Kathy Ryan, Gayle Lawrence**

**Call to order at 7:00 PM**

**Agenda Items**

**1. Approval of Minutes for Previous Meeting.**

**a. Minutes of March 5, 2014 were reviewed and approved with no corrections and will be placed on file.**

## **2. Treasurer's Report**

**a. Reports reviewed, including General/Operational Budget vs. Actual.**  
An upgrade to Windows 7 and new copy machines accounted for some unexpected expenses.

## **3. Union Public Library Association Report**

Gayle Lawrence reported that a new insurance policy was purchased for Union Library; one that is more comprehensive and specific for libraries.

She also reported that the application for the UPLA to become a 501C3 organization has been mailed.

## **4. Friends of the Tiverton Library (FOTL)**

There was a discussion about the museum passes held by the library and purchased by the Friends. There have been some recent additions and deletions. Deletions were made secondary to low demand. The group discussed how the library can advertise the passes to increase use.

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The Annual Book sale/Community Fair will be held May 31 at the Ranger School. Sorting will take place at Bliss 4 Corners. Volunteers are being sought.

## **5. Fundraising.**

Ann reported that the Pavers program is quite successful bringing in

**> \$19,000 thus far.**

**Jennifer Theroux described a program on Amazon that could bring funds to the Foundation via purchases by citizens. They would donate 0.5% of every purchase to the Foundation. There was a discussion about how this could be advertised.**

#### **6. New Building Committee Report.**

**In Lee Hoyer's absence, Ann reported that the Furniture, Fixtures and Equipment (FFE) budget has been prepared and will go out to bid.**

**She further reported that East Coast Construction continues to crush rocks that are being used as retaining walls and foundation for the library building. The footings will be placed next.**

**Meeka Seeger plans to donate a ceramic mural for the library and is collaborating with the architects on its design.**

#### **7. Foundation. No report.**

#### **8. Director's Report**

**Ann reported that a section of the basement of Essex flooded on March 31st with heavy rains. Damage was minimal.**

**Ann provided her usual detailed written reports regarding past programming (March) and previewed some upcoming programs, such as participation in Money Smarts week.**

## **9. Budget Committee**

Jennifer and Barbara reported that the Trustees missed a Budget Committee meeting held on short-notice at the end of March because the message requesting attendance was left on Lee Hoyer's answering machine and he was out-of-town. Ann, Greg, and Jennifer plan to appear before the committee on April 3rd.

## **10. New Business**

Ann raised a question about the handling of the Health Savings Account of an employee who will terminate her employment soon. There is no precedent and Ann requests guidance. The Town Administrator, Matthew Wojcik, joined the meeting at this time and, after a lengthy discussion, said he will seek counsel from the Town Solicitor and Treasurer and get back to Ann on this matter.

The meeting adjourned at 8:40 PM. Respectfully Submitted, Maureen Morrow, Secretary